



Multi-Family Housing Program

January 9, 2014

News Flash

Updated Non-Discrimination Requirements

The U. S. Department of Agriculture's (USDA's) non-discrimination statement has been updated. All recipients of USDA Rural Development funding are required to post a copy of the non-discrimination statement listed below in their office and include, in full, on all materials produced for public information, public education, and public distribution both print and non-print.

Non-Discrimination Statement

"This institution is an equal opportunity provider and employer."

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov."

If the material is too small to permit the full statement to be included (the paper is smaller than 8.5x11, folded or not), the material at a minimum will include the statement in print size no smaller than the text that **"This institution is an equal opportunity provider and employer."**

Site Manager of the Year Nominations

Guidelines for the annual Multi-Family Housing Site Manager of the Year program have been announced. **Awards may be presented in each of the following categories: (1) Family, (2) Elderly and (3) Farm Labor Housing.**

A national winner will be chosen in each of the categories, and awards presented during the Council for Affordable and Rural Housing's 2014 Annual Meeting and Legislative Conference in Arlington, Virginia, on June 8-10, 2014.

The form to nominate managers can be found at:

- [UL FY 2014 Site Manager of the Year Recognition.pdf](#)

Make your presentations as complete as possible. Letters from tenants, members of the community, housing groups, and others highlighting the good qualities of nominees are encouraged. Also include any local media coverage which has occurred.

Please enclose as many pictures as you like of a manager's property that depict its curb appeal. Pictures of tenant activities sponsored, encouraged, or provided by managers are beneficial.

Submit nomination packages, **no later than April 16, 2014**, to:

USDA Rural Development
Attn: Rural Housing
210 Walnut Street, Room 873
Des Moines, IA 50309

We will present a plaque of recognition to the Iowa winners at ceremonies in their local communities. We also hope to encourage the local media to help in recognizing the exceptional efforts of the winning managers, as well as all of our other great managers.

If you have any questions, please contact your local USDA Rural Development Area Office.